

**THE BOARD OF TRUSTEES OF SANDHILLS COMMUNITY COLLEGE
REGULAR MEETING
MINUTES**

Sledge Boardroom
October 1, 2012

PRESENT: Trustees George W. Little, Chairman; Robert S. Hayter, Vice Chairman; Mickey R. Brown; Joseph A. Clendenin; James O. Cunningham; Jordan Willett, Student Trustee; James H. Garner; Catherine P. Graham; Eugene B. Horne; Mary Upchurch; Raymond G. Washington, Sr.

STAFF: Dr. John R. Dempsey; Jean Blue; Wendy Dodson; Richard Gough; Brenda Jackson; Wendy Kauffman; Karen Manning; Richard Smith; Dr. John Turner.

Following the **Buildings and Grounds Committee** and joint **Finance and Personnel Committee** meetings held in the Sledge Boardroom, the Board of Trustees convened their regular meeting. Chairman Little called the meeting to order at 7:08 p.m. and read the statute to the trustees regarding conflicts of interest. He asked if there were any conflicts. None were indicated. Mr. Little read two letters from the Ethics Commission that must read into the record. The letters indicated that while Gene Horne had no actual conflict, there existed a potential for conflict due to his holdings of stock in BB&T and real estate interests. Mr. Little indicated that this does not prohibit his service on the board, but he should recuse himself in these situations. Pamela Thompson's conflict was with her employment at First Health, but she is now an employee with Randolph Hospital, which eliminates her conflict.

Mr. Little indicated that a modification needed to be made in the form of adding a closed session before the Personnel Committee. Mr. Little asked for the approval of the modification of the agenda for the board meeting. Mr. Hayter made a motion to approve the agenda and Mr. Clendenin seconded it. The motion passed.

Mr. Little asked for the approval or modification of the minutes from the August 24, 2012 board meeting. Mr. Washington made a motion to approve the minutes. Mrs. Upchurch seconded it. The motion passed.

Ms. Jordan Willett gave the **Student Government Association** report. Ms. Willett indicated that a few events had occurred since the last board meeting. She explained that on patriot day the SGA presented the Southern Pines Police, fire and EMS departments with a plaque of appreciation, which they were pleased with. The SGA hosted a Constitution Day quiz that generated a large amount of student participation. The SGA also sponsored Pirate day and popcorn day, which was today. The SGA is also getting involved in breast cancer awareness by selling pink flyers biplanes for a dollar donation. Donors place a name on the plane and it is posted up on the wall at the Dempsey Student Center. She then detailed for the Board that the theme for fall fest is zombies. There will be a movie at night, which is *Young Frankenstein*, and the clubs have booths for trick or treating. The SGA plans to make the semester as great as we can.

Mr. Hayter reported for the **Buildings and Grounds Committee**. Mr. Hayter presented the **Blue Hall Renovation Project**. He explained to the Board that there were some unanticipated changes in the renovation. He detailed those to the Trustees. Mr. Hayter then made a motion by the Buildings and Grounds Committee to approve closing the Physical Plant project and to transfer the

remaining balance of \$1,106 in 2007 Moore County Bond funds to the Blue Hall Renovation project. Additionally, to transfer the remaining \$49,601.25 in State Equipment Grant funds from the Hoke Early College Building project and \$25,000 of 2007 Moore County Bond Repair and Renovation funds to the Blue Hall Renovation project. Mr. Horne seconded the motion and it passed.

Mr. Hayter discussed the **Old Physical Plant Trade Renovation Project**. Space is needed for the Continuing Education department to conduct trades classes in this building. This project has been divided into three phases. The first two phases include the renovation of the shipping and receiving area into two classrooms, and construction of a laboratory space. The estimated cost for these phases is \$172,000, and we currently have a matching grant in the amount of \$40,000. Mr. Hayter made a motion from the Buildings and Grounds Committee to approve establishing a project in the amount of \$172,000, transfer \$127,000 from the Causey Hall Roof project, and add \$5,000 of Moore County funds to this project with the remaining \$40,000 is from the matching grant. Mrs. Graham seconded the motion and it passed.

Mr. Gough then explained the **Stone Hall Students Services/Information Services Renovation Project**. He detailed to the Board that in order to facilitate a one-stop Student Services to improve student retention and to consolidate information technology functions it is necessary to renovate the second floor of Stone Hall. This renovation will provide construction of walls, ceilings, floors as well as mechanical and electrical. Mr. Hayter further detailed the project. Mr. Hayter made a motion for the Buildings and Grounds Committee to approve the establishment of a project in the amount of \$173,000 using \$123,000 from the Causey Hall Roof project, and \$50,000 from institutional funds. Additionally, to approve Wright Architecture, PA for design services under the Open End Design Agreement. Mrs. Upchurch seconded the motion and it passed.

Mr. Hayter then presented the **Dempsey hall Gym Expansion Project**. Mr. Hayter and Dr. Gough explained the advance planning process to the Board. Mr. Hayter made a motion from the Buildings and Grounds Committee to approve to commence and complete the advanced planning process which includes architectural design and construction manager at risk services. This includes the approval of Mark Wright, of Wright Architecture, PA as the architect for this project and a design fee in the amount of \$105,000 for Wright Architecture, PA contingent upon State Construction Office approval. Mrs. Graham seconded the motion and it passed.

Mr. Hayter referred the Trustees to the **Project Updates** and asked Vice President Gough to update the board.

Dr. Gough offered thanks to Mary and Wyatt Upchurch for their donation of land to the Hoke Center. Mr. Little, on behalf of the Board, also thanked the Upchurch's for their generous gift. Dr. Dempsey also offered his thanks to the Upchurch's for their continued support of the college.

Dr. Gough then discussed the consultant's presentation of a storm water management plan. The college is thinking about it more closely because Southern Pines has not received its 570, so the college would like to delay the proposed master plan.

Dr. Gough then introduced the concept of performance contracting to the Board. He will be seeking general agreement to proceed for a RFQ to determine the scope and steps if we decide to

go to performance contracting. Once that is complete the college will come back to the board with the results.

Little then indicated that since Mr. Brown was not in attendance, there would not be a report for the **Educational Programs Committee**.

Mr. Horne then presented for the **Finance Committee**. Mr. Horne presented the College Budget for the Fiscal Year 2012-2013 for approval. He made a motion from the Finance Committee to approve the budget as presented. Mr. Cunningham seconded the motion and it passed.

He then presented the Student Activities Budget for FY 2012-2013. Mr. Horne made a motion from the Finance Committee to approve the Student Activities Budget as presented. Mr. Hayter seconded the motion and it carried.

Mr. Horne then presented the Athletics Budget for FY 2012-2013 for approval. He made a motion from the Finance Committee to approve the budget as presented. Mr. Cunningham seconded the motion and it passed.

Mr. Horne then indicated that the Financial Report and the County and state Bond Fund reports were for information only and asked if there were any questions. There were none.

Mr. Horne then indicated that the Foundation Report was enclosed. He informed the Board that this was a new report being provided and was for information only.

He then informed the board that committee had reached the agreement that the college should purchase, rather than re-lease, the activity bus. The bus has 40,000 miles on it and will cost \$29,000.

Mr. Hayter made a motion to enter a closed session. Mrs. Graham seconded the motion and it passed. The Board then entered into a closed session at 7:24 p.m. The Board returned from closed session at 7:31 p.m.

Mr. Washington made a motion to approve the resolution on Dr. Dempsey's insurance contract. Mr. Cunningham seconded the motion and it passed.

Mr. Washington reported for the **Personnel Committee**. Mr. Washington then presented the changes to the **2012-13 Policy Manual**. Mr. Washington made a motion by Personnel Committee to approve the policy manual. He explained that it was presented at last meeting and there were no additions or concerns by the Trustees. Mr. Hone seconded the motion and it passed.

Mr. Washington then presented the Vehicle Registration Violations Policy. Mr. Washington made a motion by the Personnel Committee to increase to violation fee to \$25.00, on publication of the new standards. Mr. Garner seconded the motion and it passed.

Mr. Washington then referred the Trustees to the Personnel Information Report included in the Board materials. He indicated that the report was for information only.

Dr. Gough then gave the Annual Security Report. He indicated that there was one drug violation, two weapons violations, and one burglary in the past year. This report establishes the baseline for how the security for the college is operating.

Mr. Little introduced Mr. Clendenin to present for the **Planning Committee**. Mr. Clendenin indicated that the committee did not meet and there was no report. Dr. Turner announced that the Quality Conference would be on November 20th and invited the Trustees to attend. Dr. Turner then went on to explain the function of this conference to the Trustees. He also explained that this is important as the college gets closer to its SACS accreditation and will help the Trustees to know what is expected of them when the SACS representatives meet with them. These meetings focus on committees that the Trustees are assigned to. The college will provide you that information. A discussion ensued. Mr. Clendenin indicated that the report was concluded.

Linda McCaskill was not in attendance **Student Affairs Committee**. Dr. Turner reported for Mrs. McCaskill. He indicated that they had not yet met, but planned to before the December board meeting.

Mr. Smith then reported for the **Foundation**. Mr. Smith detailed the last thirty days of foundation events for the Trustees. He listed the golf tournament on September eleventh, the dedication of McKean hall on the eighteenth, the Jack Nicklaus Ruth Pauley lecture, the first meeting for the foundation board on the 50/50 campaign which endeavors to create fifty new guarantors for the fiftieth anniversary of the college. On the twenty-sixth the foundation office attended the CORD conference in Ashville. Germaine Elkins was elected as the incoming president for CORD for the upcoming year. On Saturday, September twenty-ninth, the college hosted their annual homecoming. October will also be a very busy month with the foundation annual board meeting on the fifteenth and the start of the fall campaign. He indicated that he is very proud of the foundations accomplishments. Dr. Dempsey informed the board that Mr. Smith was given the award of distinguished service by his peers at the CORD conference. Mr. Clendenin mentioned the Jack Nicklaus lecture and asked about the technical support. Dr. Dempsey indicated that Steve Melone, the college's audio visual manager, was responsible and deserved recognition for his work. A discussion ensued about the reach of the Ruth Pauley lecture series in the community and how to make it available off-campus with new technology. Dr. Dempsey also indicated that these performances are archived and kept in the library.

President Dempsey gave the **President's Report**. Dr. Dempsey indicated his pleasure in seeing James Cunningham and his grandchildren at homecoming last month. He informed the Board that on November eighth the college will be having a luncheon at noon for Ralph and Vivian Jacobson, whose gift will offer fellowships to faculty for Holocaust Studies. The details for this fellowship are being work out. The lunch will be followed by a reception at two o'clock. Dr. Dempsey thanked Catherine Graham for being the architect between the Jacobson's and the college. Dr. Dempsey then informed the Board that the next board meeting on December 3rd is also the date of the Christmas Party. It will be held at either Pine Needles for Forest Creek. Wendy Dodson will inform you of the arrangements. He also thanked Mrs. Dodson for doing three jobs in the last few months, that of Assistant to the President, Director of Human Resources and Human Resources Specialist. The college has just hired a new Human Resource Specialist and she will start on October 15th.

Mr. Little indicated he wish to mention a couple of items. He informed the Board that the state college system's 50th anniversary is next year and that \$150,000 of our \$500,000 budget has been raised. The North Carolina Trustee organization had a successful meeting in Asheville. Both he and James Cunningham were there and updated the trustees on the conference. He then informed the Board that he received a call this past week from the state auditor. The auditor called to tell him how well the college did on their audit and congratulated the college for being on the right track. He asked for the Trustees help with the Community College PAC. He informed them that the goal is to raise at least \$25,000. They have received \$2,000 from the Fayetteville Technical Community College board. This PAC is important in order to be able to send money to the candidates that support our causes. The next goal is to raise \$100,000. A discussion ensued. Mr. Little then informed the Board that several members would be attending the ACCT conference in Boston on the tenth.

Mr. Horne made a motion to adjourn the meeting and it was seconded by Mr. Clendenin. With no further business, Chairman Little adjourned the meeting at 8:02 p.m.

Respectfully submitted,

George W. Little, Chairman

Wendy B. Dodson, Assistant Secretary